

**MIAMI-DADE COUNTY
BUILDING AND NEIGHBORHOOD COMPLIANCE
DEPARTMENT**

ATTENTION

ALL CONCURRENT PLANS PROCESSING REVIEW APPLICANTS

Plans, specifications, plats, reports, or other documents submitted in electronic format for review must be signed and sealed electronically where required by state laws as described in the Florida Statutes Chapter 471.025, 481.221, and 668.001-006.

Scanned copies of signed and sealed documents are not an accepted electronic submittal method.

There are many different accepted methods for digitally signing and sealing a plan using commonly accepted public / private key technology provided by various vendors. It is important that any method that is utilized be accompanied by a signed and sealed statement from the professional that the method and software that have been utilized to sign and seal the plans complies with the intent of the Board Rules. Specifically, with reference to Florida Statutes Chapter 481 and Florida Administrative Rule 61G1-16.005 for Architects or Florida Statutes Chapter 471 and Florida Administrative Code Rule 61G15-23.003 for Engineers.

This document must be submitted in original format to be scanned along with the permit application. Plans examiners cannot approve your plans without the appropriate Electronic Signature and Seal.

Thank you for your attention to this matter